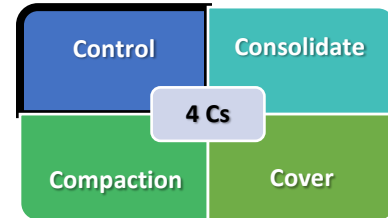
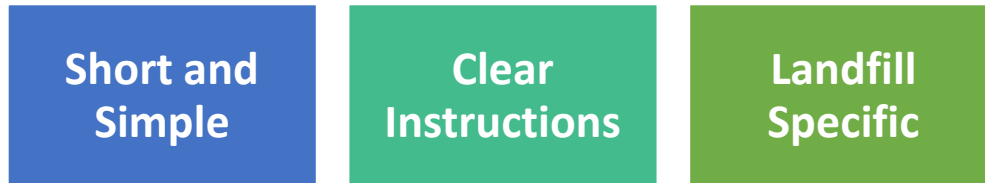


## 6.3 Operations Plan

*The operations plan is a guide for day to day operation and seasonal issues at the landfill. A copy of the operations plan must be kept in the operating record. (18 AAC 60.210, 18 AAC 60.235)*



### Key Aspects of an Operations Plan:



The operations plan is a guide for current and future landfill operators and administrators that outlines day-to-day operations at the landfill. It should be written so that anyone in the community can understand how the landfill operates.

If the landfill does not have an operations plan form, ADEC can provide a template to fill out. The ADEC template is not mandatory and other options are available. As long as they cover the specific operations at the landfill, they are acceptable to use. As operations change, the operations plan should be updated to reflect these changes. Operations plans should be reviewed annually or whenever any changes to operations occur.

### Questions on the operations plan form:

When writing an operations plan, be sure to explain how work gets done at the landfill. For assistance in filling out this form, contact your ADEC Rural Landfill Specialist.

The image shows a template for a 'Class III Landfill Operations Plan' from the Alaska Department of Environmental Conservation, Solid Waste Program. The form includes sections for 'Instructions', 'General Information', and a 'Table of Contents'. The 'Instructions' section provides guidance on how to use the form. The 'General Information' section includes fields for 'Community Name', 'Authors', and 'Date'. The 'Table of Contents' lists seven sections: 1. Site Control (2 pages), 2. Burning (2 pages), 3. Daily Operations (3 pages), 4. Landfill Water Impacts (5 pages), 5. Special Waste Management (6 pages), 6. Administration (8 pages), and 7. Waste Management Improvement Programs (9 pages). The form is labeled 'Page 1 of 9' and 'Class III Operations Plan Version 11-2013'.

Section	Page
1. Site Control	2
2. Burning	2
3. Daily Operations	3
4. Landfill Water Impacts	5
5. Special Waste Management	6
6. Administration	8
7. Waste Management Improvement Programs	9

Operations plan template provided by ADEC.